Print Form

"NO VALUE" EQUIPMENT TRANSFER FORM

In accordance with Erie 1 BOCES Policy #4431 Disposal of BOCES Equipment, the following information technology equipment does not have any financial obligations outstanding and are beyond their useful life of 5 years are hereby declared "no value" by Erie 1 BOCES Purchasing Manager and ownership is herby transferred to the _____.
(Insert school district or BOCES name)

This equipment must remain in the named district for at least 1 year.

Equipment Description	Make	Model	Serial Number

If necessary, please attach additional sheets referencing school district or BOCES name and sheet # (e.g. sheet 3 0f 3)

_____ _____
Authorized School District Representative Date

_____ _____
Erie 1 BOCES Purchasing Manager Date

Please prepare duplicates of this form, and return both signed by the authorized school district representative to: Warren Ristine, CIS WNYRIC, Erie 1 BOCES, 355 Harlem Road, West Seneca, NY 14224. When both originals are fully executed, one original will be returned to the school district for retention, and one fully executed original will be retained by the Erie 1 BOCES Purchasing Office.